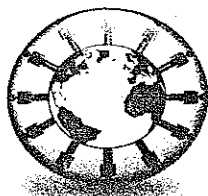


Southwestern College and Chula Vista Public Library

present

No Fee/No Credit classes in:



Introduction to Academic ESL I

Introduces the first in a series of three courses designed to prepare non-native English speakers for the ESL certificate program. Utilizes the corpus of 500–600 words. Focuses on fluency in conversation, reading and writing, and vocabulary development.

Instructor: N. Bartels, 24 hours.

NC 108-E1 MW Jan. 14–Mar. 13 11:30 a.m.–1 p.m.

389 Orange Avenue, Chula Vista 91911

Introduction to Academic ESL II

Second in a series of three courses designed to prepare non-native English speakers for ESL certificate program. Utilizes the corpus of 600–1000 words. Focuses on fluency in conversation, reading and writing, and vocabulary development. *Instructor: N. Bartels, 24 hours.*

NC 109-E1 MW Mar. 18–May 20 11:30 a.m.–1 p.m.
No class: 3/25, 3/27, 4/1

389 Orange Avenue, Chula Vista 91911

Introduction to Academic ESL III

Third in a series of three courses designed to prepare non-native English speakers for ESL certificate program. Utilizes the corpus of 1000–1500 words. Focuses on fluency in conversation, reading and writing, and vocabulary development. *Instructor: N. Bartels, 24 hours.*

NC 110-E1 TTh Jan. 15–Mar. 7 1–2:30 p.m.

365 F Street, Chula Vista 91911

Introduction to Microcomputers

Covers computer start-up; the graphic user interface; use of mouse and keyboard commands; basic file management; formatting and using a floppy disk; creating, saving, and printing a document using word processing software; and proper computer shutdown.

Instructor: N. Bartels, 3 hours.

NC 1051-E1 MW Jan. 28–30 9–10:30 a.m.

389 Orange Avenue, Chula Vista 91911

NC 1051-E2 T Apr. 23 11:30 a.m.–2:30 p.m.

365 F Street, Chula Vista 91911

Developing High-Performance Charts in Microsoft Excel

Reviews the basics of spreadsheet use: structure data entry, formulas, and functions. Focus on how to convert data into meaningful and high-impact charts.

Students are required to bring a USB Flash drive to save and store class assignments. Instructor: N. Bartels, 12 hours.

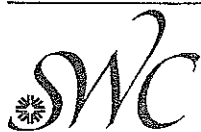
NC 24-E1 TTh Apr. 25–May 14 12:30–2:30 p.m.

365 F Street, Chula Vista 91911

NC 24-E2 MW Feb. 4–Mar. 4 9–10:30 a.m.

389 Orange Avenue, Chula Vista 91911

Please note: Library computers are limited in availability. You may bring your own laptop to these classes.



SOUTHWESTERN COLLEGE

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